

M·A·A·H·S **Mid American Ag and Hort Services, Inc.**

Two Nationwide Plaza, P.O. Box 182383, Columbus, Ohio 43218-2383
614-246-8286 ♦ 614-246-8686 - FAX ♦ labor@ofbf.org ♦ www.midamservices.org

May 16, 2003

Kathy Altman
Indiana Office of the Commissioner of Agriculture
ISTA Center, Suite 414
150 W. Market St.
Indianapolis, Indiana 46204

Dear Kathy:

RE: Grant Number USDA-112 Final Report

I am pleased to report that the Indiana Labor Law Compliance Manual and Web Site project is now completed.

The completed manual is attached for your records. The web site is available for viewing at <http://www.midamservices.org>. The final report is attached.

We greatly appreciate the opportunity to partner with the Indiana's Office of the Commissioner of Agriculture through the USDA Block Grants on Specialty Crops and Promotion of Agriculture. This partnership was instrumental in establishing MAAHS and a support mechanism for agricultural and horticultural employers in the State of Indiana. We look forward to continued cooperation with Indiana employers, organizations and government agencies.

Sincerely,

John Wargowsky
Executive Director

Enclosures

**Indiana Ag/Hort Labor Law
Compliance Manual and Web Site**
**A resource for Indiana's agricultural, horticultural
and other small business employers**

Final Report Prepared for:

Indiana's Office of the Commissioner of Agriculture

Prepared by:

**John Wargowsky
Mid American Ag and Hort Services, Inc.
PO Box 182383
Columbus, OH 43218-2383
www.midamservices.org**

Funded by:

**Indiana's Office of the Commissioner of Agriculture,
USDA Block Grants on Specialty Crops and Promotion
of Agriculture**

May 16, 2003

Project Overview

Specialty crop production is labor intensive and requires physical labor, often resulting in the need to hire foreign and migrant labor. Because of this, specialty crop producers are expected to comply with a myriad of federal, state and local laws and regulations. A specialty crop producer could easily miss one regulation and be subject to a \$10,000 fine from the U.S. Department of Labor.

Assisting one producer from being fined or unnecessarily losing workers through an Immigration and Naturalization Service raid makes this project worth the investment. Indiana specialty crop producers need a comprehensive information to assist them in understanding and complying with these laws and regulations. Furthermore, producers sometimes are unwilling to expand or change their operations due to their uncertainties in the human resource management area.

This project provides Indiana specialty crop producers a comprehensive Indiana Ag/Hort Labor Law Compliance Manual and complementary web site. Indiana specialty crop producers generally do not have specialized staff to assist with in-depth human resource issues. This resource provides members of Mid American Ag and Hort Services, Inc (MAAHS), a basic information reference for labor law compliance that will be complemented by the ability to call our office for more in-depth assistance. This information is also on the MAAHS web site <<http://www.midamservices.org>> along links to government agency and other relevant web sites. As a result of this project we expect that Indiana specialty crop producers will 1) employ labor with more confidence, 2) avoid unneeded expense due to violations of labor laws and regulations, 3) save time and money spent dealing with government investigators/regulators, 4) save time in finding regulatory compliance information and 5) increase their capacity to hire employees to diversify or expand their production, processing and distribution capabilities.

Indiana agriculture will be viewed in a more positive light as producers are better informed of labor laws and regulations, resulting in fewer violations and less public attention to such issues in the news media.

Indiana Ag/Hort Labor Law Compliance Manual

MAAHS includes with its membership the Gempler's "Labor Law Compliance Manual: A Working Guide for Ag/Hort Employers." MAAHS is building upon this manual by adding state-specific sections that complement the Gempler's produced version. In addition, MAAHS provides phone consultation to its members who wish to better understand the regulations.

MAAHS communicates with its members primarily via the Internet. It publishes a monthly newsletter (*MAAHS Messenger*) e-mailed as a portable document file and could include hyperlinks back to its web site for more complete information, compliance checklists, fact sheets, etc. MAAHS Messenger is faxed/mailed to members without Internet access.

Manual topics include the following:

- Minor Labor
- Discrimination
- Family and Medical Leave Act
- Farm Labor Contractors
- Harassment
- Immigration Law
- Migrant and Seasonal Agricultural Worker Protection Act
- Occupational Safety and Health
- Pesticide Safety/ Worker Protection Standard
- Social Security Administration Records
- I-9 Employment Eligibility Verification
- Wage Hour Laws
- Affirmative Action for Federal Contractors
- New Hire Reporting
- Polygraph Testing
- Worker Adjustment and Retraining Notification Act
- Labor Housing
- Driver's License Issues for Non-Indiana Residents
- Continuation of Health Care Coverage
- Labor Law Posting Requirements
- Public Water System Permitting
- Worker's Compensation
- Unemployment Compensation

The contents of the manual will be updated for members by MAAHS and/or Gempler's over time as laws and regulations change. Updates will be provided to members via mail or e-mail with hyperlinks back to the web site.

www.midamservices.org

The following page is the flyer used to promote the web site. The site is organized by topic areas and includes over 1,000 documents. Within each topic area, site visitors can find applicable federal and state labor compliance information. The last page of this report shows the home page of the site as of May 15, 2003.

As MAAHS expands into more states, additional state compliance information will be added. MAAHS will also continue to update federal and state compliance information as appropriate.



www.midamservices.org

MAAHS has developed the most comprehensive web-based resource for agricultural, horticultural and other employers in Ohio and Indiana. This site also presents an extensive information base about federal labor laws and regulations for employers throughout the U. S.

This web resource, combined with MAAHS' Labor Law Compliance Manual, Gempler's Alert newsletter and MAAHS Messenger newsletter provides valuable assistance to employers to comply with the myriad of state and federal laws and regulations, avoid costly fines and penalties and implement good human resource practices that lead to a more productive work force.

Topics covered in www.midamservices.org include...

- | | | |
|---------------------------------------------------------|----------------------------------------------------------------|----------------------------------------|
| ✓ MAAHS membership | ✓ Social, language and cultural issues of a Hispanic workforce | ✓ Partner links |
| ✓ MAAHS member services | ✓ Harassment | ✓ Affirmative action |
| ✓ MAAHS Messenger | ✓ Discrimination | ✓ Drinking water |
| ✓ MAAHS organizational data | ✓ Immigration | ✓ Continuation of health care coverage |
| ✓ MAAHS Sponsor Members | ✓ Family and Medical Leave Act | ✓ New hire reporting |
| ✓ MAAHS events | ✓ Labor housing | ✓ Plant closings |
| ✓ MAAHS projects | ✓ Minor labor | ✓ Polygraph testing |
| ✓ H-2A guestworker program | ✓ Occupational Safety & Health Administration | ✓ Transportation |
| ✓ H-2B guestworker program | ✓ Posting | ✓ Drivers license issues |
| ✓ H-1B guestworker program | ✓ Wage-hour | ✓ Workers' compensation |
| ✓ Migrant & Seasonal Agricultural Worker Protection Act | ✓ Government links | ✓ Pesticides |
| | ✓ Human resource links | ✓ Worker Protection Standard |
| | ✓ Risk management links | ✓ Income tax withholding |
| | ✓ Organization links | ✓ Unemployment insurance |
| | | ✓ Social Security |
| | | ✓ and much, much more... |

Site visitors may take advantage of the following features...

- ◆ All HTML content on the site is fully searchable using the search feature.
- ◆ MAAHS members and site visitors may subscribe to "Stay Informed" by subscribing to receive e-mail when selected parts of the site is updated.
- ◆ All site visitors may receive free electronic federal labor law posters, save 10% on state electronic labor law posters and save 10% on the purchase of laminated federal and state labor law posters.
- ◆ MAAHS members may receive full access to MAAHS created content for members.

This site is provided by Mid American Ag and Hort Services, Inc. and was made possible by financial assistance from Indiana's Office of the Commissioner of Agriculture, USDA Block Grants on Specialty Crops and Promotion of Agriculture and the Ohio State University Extension Ag and Hort Labor Education Program.

Prepared by Mid American Ag and Hort Services, Inc. for Employers
PO Box 182383, Columbus, OH 43218-2383 - 614-246-8286 (PH) - 614-246-8686 (FX) - labor@ofbf.org

[Member Log-in](#)[.. About MAAHS ..](#)[.. Events/Projects ..](#)[What's New?](#)[.. Foreign Labor ..](#)[Immigration/INS](#)[.. Labor Laws ..](#)[.. SSA/Taxes ..](#)[Pesticides/WPS](#)[Harassment /
Discrimination](#)[.. Other Laws ..](#)[.. Links ..](#)[Search](#)**GEMPLER'S****FREE**
Federal Posters**GovDocs.com**

Today's Date: 05/15/2003

What is MAAHS?

MAAHS is a unique non-profit, membership-based consortium of associations, organizations and employers organized to meet the educational, regulatory compliance assistance and labor recruiting needs of agricultural and other employers in Ohio and Indiana.

Vision

To improve the working and earnings environment for Mid American employers involved in agriculture and other areas of employment.

Mission

To meet the human resource needs of member employers.

Using this site

Click here for [Help](#).

Member Registration

MAAHS members [register here](#) to receive your new username and password.

This site provided by Mid American Ag and Hort Services, Inc. and was made possible by financial assistance from Indiana's Office of the Commissioner of Agriculture, USDA Block Grants on Specialty Crops and Promotion of Agriculture and the Ohio State University Extension Ag and Hort Labor Education Program.

[Home](#)[Help](#)[Join MAAHS](#)[Stay Informed](#)[Contact MAAHS](#)[Privacy](#)